

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Plans and Policy Staff

DATE: 10 March 1955

FROM : Chief, Operations School

SUBJECT: Weekly Activity Report No. 10
2 March through 8 March

I. SIGNIFICANT ITEMS

Nothing to report.

II. OTHER ITEMS

a. On his visit [] on 2 March, C/OS

(1) participated in a two-hour discussion with all action instructors on the various phases of the curriculum tentatively being planned for a full scale action operations course,

(2) reviewed the present status of instructors who are rotating or are eligible for rotation in the first half of 1955. Personnel eligible for promotion were also reviewed.

(3) A preliminary discussion was held on the major aspects of the budgetary requirements for 1956. This budget will be initially prepared jointly by [] and will be cleared with C/OS before formal presentation.

b. Prospective Instructors for Operations School

(1) [] of the Operations School, started CMT on 7 March.

(2) [] recruited by OTR last fall, will start CMT one week late (14 March) after an intensive weekend briefing on the first week of the course. [] will be an instructor in CMT and will be available to give the []

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(3) A final interview was held with [redacted]

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[redacted] in which she was recruited for a position with the Operations School. She will take four weeks' leave and will be available for her new assignment on or about 15 April. A personnel request has been initiated on [redacted]

c. A regulation proposing a new format for lesson plans was reviewed with [redacted] of PPS. It was generally agreed that a simplified version of the proposed format which *diverged* [redacted] only slightly from that required by the previous regulation would be most desirable.

d. On 7 March C/OS discussed with [redacted] of TSS ways and means by which TSS could improve its contributions to its segments of [redacted] training courses and to the work of the [redacted]. Further action on this program of review and improvement has been delegated to [redacted] AH/OS, and to [redacted] TSS, for [redacted] aspects, and to Messrs. [redacted] aspects.

e. [redacted] has been temporarily assigned full-time to the collection and preparation of materials for the CE Section. He is also attending most of the lectures in the Basic CE Course.

Attachments: 2